

SEPTEMBER 8, 2026, THIRTY-SEVENTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, September 8, 2026, at 3:30 p.m. Board members present were Bittinger II, Carper (by phone), Nelson, and Dietrich; Ung was absent. Staff members present were Karen James, Board Administrative Assistant, Joshua Widman, Assistant County Attorney, Ryan Ericson, Budget and Finance Director, Melissa Thomas, HR Director, and Michelle Skaff, Auditor/Clerk to the Board.

Motion by Nelson second by Bittinger to go into joint closed session with the LEC Authority per Iowa Code Section 21.5(1)(c). Carried 4-0 on roll-call vote.

Motion by Nelson second by Bittinger to go out of joint closed session with the LEC authority per Iowa Code Section 21.5(1)(c). Carried 4-0 on roll-call vote.

The regular meeting was called to order with the Pledge of Allegiance to the Flag and a Moment of Silence.

1. Motion by Nelson second by Dietrich to approve the September 8, 2026 agenda with the removal of HR approval to deauthorize county position and a change to the remove from the Authorization to Hire form. Carried 4-0. Copy filed.

Motion by Nelson second by Dietrich to approve the following items by consent.

2. To approve minutes of the September 1, 2026 meeting. Copy filed.
3. To approve the claims totaling \$1,242,422.02. Copy filed.
4. To receive for signatures a Resolution Thanking and Commending Dawn Norton for her service on the United Way Campaign for Woodbury County.

WOODBURY COUNTY, IOWA RESOLUTION #14,102 A RESOLUTION THANKING AND COMMENDING DAWN NORTON FOR HER SERVICE TO WOODBURY COUNTY

WHEREAS, Dawn Norton has faithfully served as the Woodbury County United Way Chairperson for the past ten years, demonstrating a tremendous amount of dedication, time, and energy to ensure the continuous success of the annual campaign; and

WHEREAS, during her decade of leadership, Dawn Norton went above and beyond her regular duties to distribute and collect pledge forms, coordinate payroll deductions, organize engaging fundraising events, and purchase prizes for the main drawings; and

WHEREAS, her most impactful contribution has been helping to educate county employees on how their individual contributions make a profound, tangible difference in the lives of people throughout the Siouxland community; and

WHEREAS, leading this campaign for ten consecutive years represents an extraordinary level of civic responsibility, made even more commendable by the fact that she balanced these duties while working in a uniquely small department; and

WHEREAS, as the Woodbury County United Way campaign prepares to kick off its next event, Dawn Norton has graciously demonstrated her continued commitment to the county by offering to mentor the incoming chairperson and share her extensive experience during this transition; and

WHEREAS, the Woodbury County Board of Supervisors deeply recognizes that her ten years of faithful service and unwavering effort have left a lasting positive mark on both county employees and the broader Siouxland community.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA, that Dawn Norton is hereby officially thanked, commended, and honored for her ten years of outstanding dedication and exemplary service as the United Way Chairperson.

BE IT SO RESOLVED this 8th day of September, 2026.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 5a. To approve the lifting of tax suspensions for petitioners who failed to re-certify their income or income does not qualify for continued tax suspension. Copy filed.
- 5b. To receive for signatures a Resolution thanking and commending Tracy Sitzmann-Stolen for her service to Woodbury County.

**WOODBURY COUNTY, IOWA
RESOLUTION #14,103
A RESOLUTION THANKING AND COMMENDING
TRACY SITZMANN-STOLEN
FOR HER SERVICE TO WOODBURY COUNTY**

WHEREAS, Tracy Sitzmann-Stolen has capably served Woodbury County as an employee of the Woodbury County Juvenile Detention Center for 37 years from November 25, 1989 to September 28, 2026.

WHEREAS, the service given by Tracy Sitzmann-Stolen as a Woodbury County employee, has been characterized by her dedication to the best interests of the citizens of Woodbury County; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA that the undersigned members of this Board thanks and commends Tracy Sitzmann-Stolen for her years of service to Woodbury County; and

BE IT FURTHER RESOLVED that it is the wish of all those signing below that the future hold only the best for this very deserving person, Tracy Sitzmann-Stolen

BE IT SO RESOLVED this 8th day of September, 2026.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 6. To set the dates and times for three public hearings on a proposed Zoning Ordinance Map Amendment (rezone) of approximately 17.255 acres (14.407 net acres) located on portions of parcels #894607100002 and #894607100014, Section 7, T89N R46W (Concord Township) from Agricultural Preservation (AP) to the Agricultural Estates (AE) Zoning District for Tuesday, October 13, 2026 at 4:45 p.m., Tuesday, October 20th, 2026 at 4:45 p.m., and Tuesday, October 27th, 2026 at 4:45 p.m. Copy filed.
- 7a. To approve and authorize the Chairperson to sign a Resolution setting the public hearing and sale date for parcel #894721336011, 615 17th St.

**WOODBURY COUNTY, IOWA
RESOLUTION #14,104
NOTICE OF PROPERTY SALE**

WHEREAS Woodbury County, Iowa was the owner under a tax deed of a certain parcel of real estate described as:

The East Thirty-Nine and One-Half feet (E 39 ½) of the West One-Half (W ½) of Lots Seven (7), Eight (8) and Nine (9), in Block Fourteen (14) Higman's Second Addition to Sioux City in the County of Woodbury and State of Iowa (615 17th Street)

NOW THEREFORE,

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa as follows:

1. That a public hearing on the aforesaid proposal shall be held on
The **22nd Day of September, 2026 at 4:35 o'clock p.m.** in the basement of the
Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a
public auction to be held on the **22nd Day of September, 2026**, immediately
following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest
bidder at or above a **total minimum bid of \$3,130.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale"
and except for this subparagraph 4 be published as notice of the
aforesaid proposal, hearing and sale.

Dated this 8th Day of September, 2026.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 7b. To approve and authorize the Chairperson to sign a Resolution setting the public hearing and sale date for parcel
#884706428015, 2550 S Patterson St.

**WOODBURY COUNTY, IOWA
RESOLUTION #14,105
NOTICE OF PROPERTY SALE**

WHEREAS Woodbury County, Iowa was the owner under a tax deed of a certain parcel of real estate described as:

**Except South 54 feet (S 54') of Lot One (1) and Except Part to City of Vacated Bryan Road Adjacent lying West of
East line of vacated N-S Alley of Block Seven (7) of the Normandy Addition, City of Sioux City in the County of
Woodbury and State of Iowa
(2550 S. Patterson Street)**

NOW THEREFORE,

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa as follows:

1. That a public hearing on the aforesaid proposal shall be held on
the **22nd Day of September, 2026 at 4:37 o'clock p.m.** in the basement of the
Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate on the **22nd
Day of September, 2026**, immediately following the closing of the public
hearing to **Alejandro De Anda only per Code of Iowa 331.361(2).**
3. That said Board proposes to sell the said real estate to **Alejandro De Anda
only for consideration of \$1,528.00 plus recording fees.**

4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 8th Day of September, 2026
 WOODBURY COUNTY BOARD OF SUPERVISORS
 Copy filed.

- 8a. To approve the reclassification of Lillian Moravek, Assistant County Attorney, County Attorney Dept., effective 09-15-2026, \$96,618.00/year, 5%=\$4,229.00/yr. Per AFSCME Attorney – Move to Step 3. Anniversary Date: 9/15/26.; the reclassification of Jae Echer, Assistant County Attorney, County Attorney Dept., effective 09-14-2026, \$96,618.00/year, 5%=\$4,229.00/yr. Per AFSCME Attorney – Move to Step 3. Anniversary Date: 9/17/26.; the reclassification of Andrew DeMers, Assistant County Attorney, County Attorney Dept., effective 09-14-2026, \$108,910.00/year, 8%=\$8,056.00/yr. Per AFSCME Attorney – Move to Step 5. Anniversary Date: 9/18/26.; the reclassification of Lexi Choquette, Civilian Jailer, County Sheriff Dept., effective 09-14-2026, \$28.19/hour, 4%=\$0.98/hr. Per CWA Civilian – Move to Step 2. Anniversary Date: 9/16/26.; and the separation of Brigid Delaney Civilian Jailer, County Sheriff Dept., effective 12-31-2026. Retired. Copy filed.
- 8b. To approve and authorize the Chairperson to sign the Authorization to initiate the hiring process for Civilian Jailer, County Sheriff Dept., CWA Civilian: Entry Level - \$27.21/hr.; Clerk II, County Attorney Dept. AFSCME Courthouse: \$20.41 - \$26.17/hr. Copy Filed.
- 8d. To approve providing flu shots for Woodbury County Employees. Copy filed.
- 8e. To approve the wellness screenings and quarterly health coaching. Copy filed.

Carried 4-0.

- 9a. Motion by Nelson second by Bittinger to receive for signatures a Resolution supporting the application for voluntary annexation of territory to the City of Sloan by New Cooperative, Inc. Carried 4-0.

WOODBURY COUNTY, IOWA
BOARD OF SUPERVISORS
RESOLUTION #14,106
RESOLUTION SUPPORTING THE APPLICATION FOR VOLUNTARY
ANNEXATION OF TERRITORY TO THE CITY OF SLOAN BY NEW
COOPERATIVE, INC.

WHEREAS, pursuant to Iowa Code Section 368.7(1)(b)(1), the City of Sloan provided written notice to the Woodbury County Board of Supervisors of a proposed voluntary annexation of territory adjoining the City of Sloan and scheduled a consultation meeting; and

WHEREAS, the consultation was held on August 20, 2026, at 7:00 p.m. in the City Council Chambers of the City of Sloan, and Daniel Priestley, Woodbury County Zoning Coordinator, attended on behalf of Woodbury County, Iowa; and

WHEREAS, NEW Cooperative, Inc. ("NEW Coop"), sole owner of land adjoining the City of Sloan, has submitted an Application for Voluntary Annexation for certain real property located in Woodbury County, Iowa, as legally described on **Exhibit A** and visually displayed on **Exhibit B** attached hereto and made a part hereof; and

WHEREAS, Iowa Code Section 368.7(1)(b)(2) requires that not later than thirty days after the consultation, the board of supervisors shall, by resolution, state whether or not it supports the application or takes no position, and if there is a comprehensive plan for the county, the board shall take the plan into account; and

WHEREAS, Woodbury County has adopted the Woodbury County Comprehensive Plan 2040 (Resolution No. 13,727, May 7, 2024), which includes a Future Land Use Map to guide orderly development in the unincorporated areas of the County; and

WHEREAS, upon review, the Board finds the proposed annexation compatible with the Comprehensive Plan 2040 and the Future Land Use Map for the unincorporated areas of Woodbury County; and

WHEREAS, the territory includes properties currently located in both the City of Sloan jurisdiction and the unincorporated jurisdiction of Woodbury County, and annexation would enable the property owner to combine its properties into one parcel for more effective development and use of the property; and

WHEREAS, the Board has considered the Application, consultation input, and Iowa Code Chapter 368, and has determined that support of the Application is appropriate.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa, as follows:

1. That the Woodbury County Board of Supervisors hereby **supports** the Application for Voluntary Annexation submitted by NEW Cooperative, Inc. to the City of Sloan for the territory legally described on Exhibit A, on the basis that the proposed annexation is compatible with the Woodbury County Comprehensive Plan 2040 and the Future Land Use Map for the unincorporated areas of Woodbury County, and that it offers a practical solution enabling the property owner to combine its properties into a single parcel for more effective development and use of the land.
2. That a copy of this Resolution shall be immediately filed with the City of Sloan for consideration by the City Council and forwarding to the City Development Board, as required by Iowa Code Section 368.7(1)(b)(2).
3. That the Chairperson and County Auditor are authorized to execute and attest this Resolution on behalf of Woodbury County, Iowa.

Passed and approved this 8th day of September, 2026.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 9b. Motion by Nelson second by Dietrich to receive an updated document from Daniel Priestley, Planning and Zoning. Carried 4-0. Copy filed.

Motion by Nelson second by Bittinger to receive for signatures a Resolution stating the support of the Woodbury County Board of Supervisors for the application for voluntary annexation of certain territory to the City of Danbury, Iowa, pursuant to Iowa Code Section 368.7. Carried 4-0.

**WOODBURY COUNTY, IOWA
BOARD OF SUPERVISORS
RESOLUTION #14,107
RESOLUTION STATING THE SUPPORT OF THE WOODBURY COUNTY BOARD
OF SUPERVISORS FOR THE APPLICATION FOR VOLUNTARY ANNEXATION OF
CERTAIN TERRITORY TO THE CITY OF DANBURY, IOWA, PURSUANT TO IOWA
CODE SECTION 368.7**

WHEREAS, the City of Danbury, Iowa, has received an application for voluntary annexation of territory not within an urbanized area of another city, pursuant to Iowa Code § 368.7, consisting of two parcels more particularly described in Exhibit A and visually displayed on Exhibit B, attached hereto and made a part hereof by this reference; and

WHEREAS, Parcel 1 consists of a portion of Hawkeye Drive and the associated right-of-way that is titled in the name of the City of Danbury but lies outside the City's existing corporate limits; and

WHEREAS, Parcel 2 consists of approximately 2.29 acres of real estate owned by Austin J. Bettin and Steffany J. Bettin that adjoins Parcel 1 and the existing corporate limits of the City of Danbury; and

WHEREAS, pursuant to Iowa Code § 368.7(1)(b), the City of Danbury provided written notice of the proposed annexation to the Woodbury County Board of Supervisors and the Board of Trustees of Liston Township and scheduled a consultation; and

WHEREAS, on August 17, 2026, Mark Nelson, Chairman of the Woodbury County Board of Supervisors, and Daniel Priestley, Woodbury County Zoning Coordinator, attended the consultation meeting on behalf of Woodbury County; and

WHEREAS, Iowa Code § 368.7(1)(b)(2) requires that, not later than thirty days after the consultation, the board of supervisors of each county containing all or a portion of the territory to be annexed shall, by resolution, state whether it supports the application, opposes the application, or takes no position, and shall take into account any comprehensive plan for the county; and

WHEREAS, the Woodbury County Comprehensive Plan 2040 was adopted by the Board of Supervisors on May 7, 2024, by Resolution No. 13,727; and

WHEREAS, the proposed annexation of Parcel 2 is intended to accommodate one residential home and a shed on the Bettin property, while the annexation of Parcel 1 (City-owned right-of-way) is included to create more uniform municipal boundaries and to avoid the creation of an island; and

WHEREAS, the subject territory is located in the Agricultural Preservation (AP) Zoning District under the Woodbury County Zoning Ordinance, which permits limited single-family residences as an allowed use while encouraging agricultural uses and preserving the County's rural character; and

WHEREAS, the proposed residential use on Parcel 2 is compatible with the Agricultural Preservation (AP) Zoning District and does not increase housing density within the quarter-quarter section beyond the County's minimum standard of two single-family dwellings; and

WHEREAS, although the Future Land Use Map in the Woodbury County Comprehensive Plan 2040 designates a portion of the unincorporated areas surrounding the City of Danbury, including the subject territory, for commercial development, the surrounding zoning consists of a mix of residential uses to the west, agricultural uses in the remaining areas, and Limited Industrial zoning to the northwest; and

WHEREAS, the Board of Supervisors finds that the proposed limited residential use is compatible with the existing Agricultural Preservation (AP) Zoning District; however, the Board notes that the greater portion of this quarter-quarter section is designated for commercial development on the Future Land Use Map, and that any additional development beyond a second house within that quarter-quarter section would require future long-term planning considerations; and

WHEREAS, the Board of Supervisors finds that the proposed voluntary annexation of both Parcel 1 and Parcel 2 is compatible with the existing zoning under the Woodbury County Zoning Ordinance and therefore supports the application.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa, as follows:

1. The Woodbury County Board of Supervisors hereby states its support for the application for voluntary annexation of both Parcel 1 (City of Danbury-owned right-of-way) and Parcel 2 (Bettin property), as described in Exhibit A, to the City of Danbury, Iowa, pursuant to Iowa Code § 368.7.
2. A copy of this Resolution shall be immediately filed with the City of Danbury and shall be considered by the City Council when taking action on the application. The City Council shall forward a copy of this Resolution to the City Development Board as part of the City's proceedings on the annexation.

Passed and approved this 8th day of September, 2026.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 10a. Motion by Nelson second by Dietrich to receive a map from County Engineer Sievers. Carried 4-0. Copy filed.

Motion by Nelson second by Bittinger to approve and authorize the Chairperson to sign a Resolution Bridge Embargo. Carried 4-0.

**WOODBURY COUNTY
BRIDGE EMBARGO RESOLUTION
RESOLUTION #14,108**

WHEREAS: The Board of Supervisors is empowered under authority of Sections 321.236 Sub. (8), 321.471 to 321.473 to prohibit the operation of vehicles or impose limitations as to the weight thereof on designated highways or highway structures under their jurisdiction, and

WHEREAS: the Woodbury County Engineer has caused to be completed the Structure Inventory and Appraisal of certain bridges according to accepted Bridge Inspection Standards and has determined that the bridges below, require revision to their current load ratings,

NOW, THEREFORE, BE IT RESOLVED by the Woodbury County Board of Supervisors that the following vehicle and load limit be established and that closure signs be placed advising of the permissible maximum weights or closures thereof on the bridge listed herein.

<u>Bridge No.</u>	<u>FHWA No.</u>	<u>Posted Limit</u>
N-191	351840	Close until replacement
P-006	352340	Close until replacement
Q-018	352520	6 tons
V-117	350840	10, 15, 15, "All Veh's", "One Lane"

Passed and approved this 8th day of September 2026.

WOODBURY COUNTY BOARD OF SUPERVISORS

Copy filed.

- 10b. Motion by Nelson second by Dietrich to receive for signatures a Resolution closing and vacating a road right of way Jewell Ave (road #367). Carried 4-0.

**RESOLUTION #14,109
WOODBURY COUNTY, IOWA
A RESOLUTION CLOSING AND VACATING A ROAD RIGHT OF WAY
JEWELL AVE (ROAD NO. 367)**

WHEREAS, the Woodbury County Board of Supervisors in accordance with Section 306.11, (Code of Iowa), on September 8, 2026 held a public hearing on the proposed vacation of a Woodbury County Secondary Road Right-Of-Way described as follows:

That portion of Jewell Avenue (Road No. 367) lying southerly of the south ROW line of U.S. Highway 20 and northerly of the north ROW line of 160th Street in Section 31 T89N, R43W, Rutland Township and Section 36 T89N, R44W, Arlington Township of the 5th P.M. Woodbury County, Iowa

WHEREAS, no objections were received in either writing or by persons present.

NOW THEREFORE BE IT RESOLVED by the Woodbury County Board of Supervisors that all interest in the subject section of road right-of-way be vacated, subject to utility easements of record for ingress and egress.

SO RESOLVED this 8th day of September 2026.
WOODBURY COUNTY BOARD OF SUPERVISORS
Copy filed.

- 10c. Motion by Nelson second by Dietrich to approve the HMA project plans for project #FM-Co97(156)—55-97, #FM-CO97(157)—55-97, and #L-1394—73-97. Carried 4-0. Copy filed.
- 11. Reports on Committee meetings were heard.
- 12. Auditor Recorder Skaff shared information about the two school special elections that are today, 9-8-26 until 8:00pm.
- 13. Board concerns were heard.

The Board adjourned the regular meeting until September 15, 2026.

Meeting sign in sheet. Copy filed.